

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, September 14, 2011
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Kmetz, Swaney-Frederick, Gorman, Krause

Absent: Segerlind, Clement

Staff: Code Officer Brown, City Clerk Miller

Guests: None

Chairman Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Swaney-Frederick, supported by Kmetz, to amend the Agenda to excuse absent members Clement and Segerlind.

All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick to approve the Agenda as amended.

All in favor. Approved.

Motion by Swaney-Frederick, supported by Kmetz, to approve the Minutes of the August 10, 2011, regular meeting as presented.

All in favor. Approved.

Chairman Grapentien opened the Public Hearing at 7:04 P.M.

There was no one from the public present for comment.

Code Officer Brown stated that the Public Hearing was published as required and no comment had been received by himself, City Manager Dempsey, or City Clerk Miller prior to the meeting.

Chairman Grapentien closed the Public Hearing at 7:06 P.M.

Under New Business, the Commission considered the proposed Ordinance 175DD to prohibit outdoor boilers and heating systems.

Member Kmetz clarified with Code Officer Brown that there are no outdoor boilers or heating systems in the City at this time.

Motion by Kmetz, supported by Gorman, to recommend proposed Ordinance 175DD to the City Council for approval.

All in favor. Approved.

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The Commission considered the proposed revised Planning Commission Bylaws.

Member Kmetz recommended that under Section 2(C)2, the language should be changed to state “by the Thursday” instead of “on the Thursday.”

There was further discussion of the recommendation.

Code Officer Brown explained the two alternatives suggested under Section 3.7 for voting. Under Alternative 1, voting would be by voice and would be recorded as passing or failing. Roll call votes would only be recorded upon request by a member of the Commission and would be recorded as a “yes” or “no”. Voting by proxy would not be allowed. The affirmative vote of a majority of a quorum would be necessary for the adoption of any motions.

Under Alternative 2, voting by proxy also would not be allowed. Voting would be by voices and recorded as a “pass” or “fail”. A Commission member could request a roll-call vote on any matter. If a roll-call vote is requested, each member’s vote would be recorded as a “yes” or “no”. There are two additional alternatives to this option. Alternative A would state that four members support the motion. Alternative B would state that a majority of the members present would need to support the motion.

Code Officer Brown stated that City Manager Dempsey recommends Alternative 2B.

Vice Chairperson Swaney-Frederick excused herself from the meeting at 7:12 P.M.

There was discussion of the alternatives.

Member Kmetz questioned whether there should be language included to address possible meetings of subcommittees outside of regular meetings as has occurred in the past.

Member Gorman stated his agreement with City Manager Dempsey on Alternative 2B.

Chairman Grapentien and Member Krause concurred.

Motion by Krause, supported by Kmetz, to table the consideration of the proposed revised Planning Commission Bylaws.

All in favor. Approved.

Under Member Comments, Chairman Grapentien introduced and welcomed Stacy Krause to the Planning Commission.

Motion by Kmetz, supported by Krause, to adjourn the meeting at 7:18 P.M.

All in favor. Approved.

Respectfully submitted,

Julie Clement, Secretary